Bachelor of Applied Administration

■ What is a Bachelor of Applied Administration?

The program is geared for students who have work experience and already hold a technical associate degree, and who seek a pathway to obtain a bachelor's degree without any loss of credits from their associate degree.

This degree is designed for working adults who want to move into supervisory or administrative positions in a technological field. This program is offered only at Clermont College and UC Blue Ash College.

This program is suitable for people who have five or more years of work experience (preferably) and who already hold a technical associate degree (associate of applied science or associate of applied business). The applied administration program is designed to provide graduating students with an edge in their current positions and to help them achieve a supervisory position within their company or industry.

Applied administration coursework allows students to—
- fulfill UC's general education requirements
- acquire the breadth and depth of a baccalaureate degree
- qualify for career advancement

■ Success Factors

You should be analytical, detail-oriented, flexible, decisive, and have good communication skills. You should also have good relationship skills and be able to work well as part of a team.

■ Career Possibilities

The applied administration degree should help technical specialists advance into supervisory positions, usually in a field where a technical background is essential to understanding the organization.

■ Majoring in Applied Administration

As a technical baccalaureate degree, the applied administration program has different general education, math, and statistics requirements than the bachelor of business administration degree. The applied administration degree maximizes the transfer of previously earned technical credits. For many students, this will be a "two-plus-two" degree; requiring only two additional years of coursework beyond the two years already spent earning their associate degree.

Students who wish to pursue a bachelor of business administration should complete the associate of arts in pre-business administration before progressing to their third and fourth year courses at the Carl H. Lindner College of Business on the Uptown campus.

This program is geared for students who have work experience and already hold a technical associate degree, and who seek a pathway to obtain a bachelor's degree without any loss of credits from their associate degree. You will graduate with a bachelor of technical and applied studies (BTAS) majoring in applied administration.

■ Program Requirements

Your advisor will help you select your courses from approved curriculum. Depending on your background, your advisor may suggest that you enroll in beginning accounting, statistics or other courses to help you prepare for the technical core of the bachelor's program.

For specific course requirements, please visit—**http://webapps.uc.edu/ DegreePrograms/SearchPrograms.aspx?college=34**
(Please note: This Web address is case sensitive!)

UNIVERSITY OF
Cincinnati

■ Advantages & Special Opportunities

The Clermont campus is on 92 wooded acres located in Batavia, Ohio, in the heart of Clermont County. We are relatively small and our faculty to student ratio is low. You will find our small class size and personal interaction with your instructors create the ideal learning environment. Parking is convenient and at no additional charge. Plus, our tuition is the lowest of the UC colleges.

Classes will be offered days and evenings at both UC Clermont College and UC Blue Ash College. We expect that the majority, if not all, our evening classes will be held at UC East. Several courses may also be offered online.

■ Admissions

UC graduates who have not attended college elsewhere, can complete and submit readmission paperwork to UC Clermont College's enrollment office. Readmission paperwork can be obtained from our enrollment office, or online at: **www.onestop.uc.edu/forms.html**.

Those who have never attended UC, or who have attended another college after attending UC, must apply for admission by doing the following:

1. Complete the Application for Admission (submit either paper application or go on-line at **www.ucclermont.edu/admissions/apply.html**).
2. Pay the application fee ($50.00—make check payable to the University of Cincinnati).
3. Submit transcripts.
4. Receive acceptance letter (with the Admissions Confirmation Form).
5. Return completed Admissions Confirmation Form, which confirms your acceptance of our offer of admission, and submit the matriculation fee ($50.00—make check payable to the University of Cincinnati).
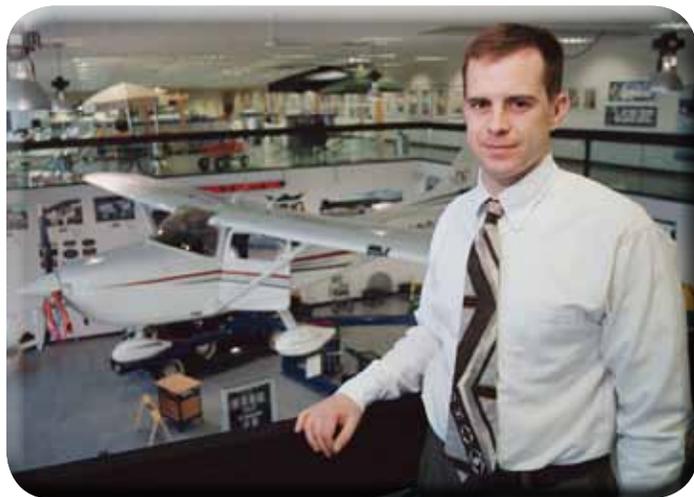
■ For More Information, Contact:

Visit our website for more details, **www.ucclermont.edu/btas**.

Direct questions regarding admission and advising to the BTAS Hotline, 513-558-6197, or email **clermontBTAS@uc.edu**.

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